

Regular Meeting of the Finance Committee  
Held in the Conference Room at City Hall  
Thursday, May 5, 2016

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 15-56.

### **ROLL CALL**

The meeting convened at 8:01 a.m. with Chairman Grant presiding and Councilors Henderson and Perry being present and Councilor Denny being absent.

Staff present: Janice Self, Monica Garcia, Rebecka Hicks and Bill Morris.

Guests present: Larry Connolly, Tod Hammock and Marilyn Cozzens.

### **APPROVAL OF AGENDA**

Councilor Henderson moved to approve the May 5, 2016 Finance Committee Meeting Agenda. Councilor Perry was the second. A voice vote was unanimous and the motion passed with Councilor Denny being absent.

### **APPROVAL OF MINUTES**

Councilor Henderson moved to approve the minutes of the April 7, 2016 regular Finance Committee meeting as presented. Councilor Perry was the second. A voice vote was unanimous and the motion passed with Councilor Denny being absent.

### **NON-ACTION ITEMS**

#### **Informational Reports**

Ms. Garcia discussed the informational reports which include:

- Revenue Report
- Gross Receipts Tax Report FY2016
- Lodgers' Tax Report

Councilor Grant requested a Fisk Building bathroom update be placed on the next Finance Committee meeting agenda.

#### **Executime Update**

Ms. Hicks gave an update on Executime stating everything is going well with the system. Seventeen of forty departments are live on Executime. The next departments to get set up are the Library and Recreation while the Police department will be last. With the installation of Executime, it is saving payroll 4 days' worth of work and tons of paper.

**FOR THE RECORD:** Councilor Denny joined the meeting at 8:22 a.m.

## **ACTION ITEMS**

Lodgers' Tax Request – Rio Pecos Kennel Club Dog Show. Ms. Self discussed the Rio Pecos Kennel Club Dog Show Lodgers' Tax request. The event is scheduled for September 10-11, 2016 and will be held at the Roswell International Air Center Park. The request is in the amount of \$1,778.00. The Occupancy Tax Board recommends funding for the Rio Pecos Kennel Club Dog Show in the amount of up to \$1,778.00 on a reimbursement basis at 50% of eligible expenses. Marilyn Cozzens was available for any questions and also shared history of the event. Councilor Denny moved to approve the Rio Pecos Kennel Club Dog Show Lodgers' Tax request in the amount of \$1,778.00 and that it be placed on Consent Agenda. Councilor Perry was the second. A voice vote was unanimous and the motion passed.

Lodgers' Tax Request – Arenacross Show. Ms. Self discussed the Arenacross Show Lodgers' Tax request. The event is scheduled for June 3-4, 2016 and will be held at the Eastern New Mexico Fairgrounds outdoor arena. The event is an off-road motorcycle race traveling series, which has competitors from states all over the southwest. The request is in the amount of \$6,000. The Occupancy Tax Board recommends funding for the Kicker Arenacross Show in the amount of up to \$6,000 on a reimbursement basis at 50% of eligible expenses. Tod Hammock was available for any questions and shared history of the event. Councilor Perry moved to approve the Kicker Arenacross Show Lodgers' Tax request in the amount of \$6,000 and that it be placed on Consent Agenda. Councilor Denny was the second. A voice vote was unanimous and the motion passed.

Resolution 16-34 – Budget Amendment Entry Signs. Ms. Garcia gave a presentation on Resolution 16-34 stating the project was approved as a single phase, but as a result of recent budgetary constraints the construction is going into two phases. Phase one to be completed in FY2017 and Phase two to be completed in FY2018. Mr. Morris discussed the process of each phase. Councilor Henderson moved to send to full City Council Resolution 16-34 – Budget Amendment Entry Signs. Councilor Denny was the second. A voice vote was unanimous and the motion passed.

Resolution 16-35 – Budget Amendment Correction Fee's. Ms. Garcia gave a presentation on Resolution 16-35. City Council approved \$136,340 in FY2016's Final Budget for Correction Fees (Jailing Expense). The five year average is \$239,616 for jail expenses. The account was under-budgeted and is in a deficit with two months remaining. Councilor Perry moved to send to full City Council Resolution 16-35 – Budget Amendment Correction Fee's. Councilor Henderson was the second. A voice vote was unanimous and the motion passed.

## **PUBLIC PARTICIPATION**

None

## **ADJOURN**

The meeting adjourned at 9:12 a.m.